

Living Lands Charter Intern (2x posts)  
Climate Change and Oceans Division

**APPLICATION GUIDELINES - COMMONWEALTH SECRETARIAT HEADQUARTERS**

The job description and person specification detail information on the Division, and the educational qualifications and experience required for the Internship. The Commonwealth Secretariat Internship Policy is also made available to you.

- You must be a **Commonwealth national between the ages of 20 and 30 and have the right to live and work in the United Kingdom for the entire duration of the Internship**. You will be required to provide evidence of this if you are shortlisted for the post.
- It is the Commonwealth Secretariat's policy not to employ close relatives of current members of staff.
- All appointments are subject to **satisfactory references**. You will be required to provide details of two referees, one of whom should be your current or most recent employer and one for your employer prior to that. Referees should not be related to you and should be able to give an assessment of your professional abilities as well as your character. The Secretariat reserves the right to take up all references, including for your current employer, during the selection process.
- You will be required to produce evidence of any educational and professional qualifications to support your application on the day of your interview.
- Interns are offered an **honarium of £498.60 per week** (subject to periodic review) per week.

If you wish to be considered for this post, please ensure that you submit your **curriculum vitae** together with a **covering letter** setting out your experience and skills in relation to the person specification and other requirements for the Internship. Your application should be received no later than **Wednesday 11 March 2026 at 17:00 GMT**.

Applications should be made via our online application system at <http://thecommonwealth.org/jobs>.

Thank you for your interest in working at the Commonwealth Secretariat.

The Recruitment Team  
The Commonwealth Secretariat  
E-mail: [HQ-Recruitment@commonwealth.int](mailto:HQ-Recruitment@commonwealth.int)